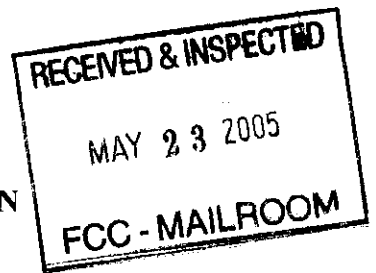


Before the  
**FEDERAL COMMUNICATION COMMISSION**  
Washington, D.C. 20554



In the Matter of	)	
	)	
Request for Review by Colegio San Luis	)	
Rey of Decision of the Universal Service	)	Form 471 Application No. 412366
Administrator	)	
	)	
Schools and Libraries Universal Service	)	CC Docket No. 02-6
Support Mechanism	)	
	)	

TO: Wireline Competition Bureau

**REQUEST FOR REVIEW**

Pursuant to Sections 54.719(c) and 54.721 of the Federal Communications Commission ("Commission" or "FCC") rules, 47 C.F.R. §§ 54.719(c) and 54.721 (2003), Colegio San Luis Rey hereby appeals the decision of the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company to reduce the requested discount in Funding Year 2004 (07/01/2004 – 06/30/2005) from 80% to 20%.

**I. BACKGROUND**

On January 30, 2004, Colegio San Luis Rey filed a FCC Form 471 with the SLD indicating the services for which it was requesting discounts under the schools and libraries universal service support mechanism (the "E-rate program").<sup>1</sup> On Block 4 of its 471 application, Colegio San Luis Rey indicated that 170 out of 265 students enrolled during the 2004-2005 academic year qualified for a free or reduced price lunch under the National School Lunch Program ("NSLP") and requested an 80% discount on all of its funding requests. During the Colegio San Luis Rey's application review, the SLD requested documentation under the

<sup>1</sup> FCC Form 471 No. 410111, Colegio San Luis Rey, filed 01/04/2002 (Exhibit A). W-

No. of Copies rec'd \_\_\_\_\_  
List ABCDE \_\_\_\_\_

0

application # 412366 (PIA by error used Academia Santa Rosa's Name) supporting the eligible discount rate for the school.<sup>2</sup> Specifically, the information request, which was delivered to Colegio San Luis Rey, requested the following information:

1. The total number of enrolled.
2. Total number of surveys/applications sent out
3. Number of survey/application returned
4. Total number of students that qualifies for the National School Lunch Program, using the Income Eligibility Guidelines (IEG) of the NSLP, per returned surveys/applications
5. Are the surveys/applications and results kept on file.
6. Provide a sample copy of the FILLED OUT SURVEY/APPLICATION with the child's personal information crossed out for confidentiality.
7. A signed certification that reads: "I certify that only those students who meet the Income Eligibility of the National School Lunch Program have been included in Column 5 of item 10b, Block 4 (Worksheet A) of the Form 471."
8. The information must be in writing on the school letterhead and signed by a school official (such as the Principal, Vice – Principal Superintendent, Director of Food Services.

On November 10, 2004 Colegio San Luis Rey provided the information requested to the SLD on the school letterhead and signed by the school Director, Nyrsa Ramos.<sup>3</sup> In its response, Colegio San Luis Rey indicated that there were 265 students enrolled, that 265 surveys/applications were sent out and that 265 surveys/applications were returned. It also indicates from those 265 survey/applications returned 170 students qualifies for the NSLP, that the surveys/applications and its results are kept on file and certified that only the students who meet the IEG of the NSLP had being included in Column 5 item 10b of block 4 (worksheet A) of the Form 471. Colegio San Luis Rey also provided a sample copy of the socio-economic survey<sup>4</sup>.

---

<sup>2</sup> See letter from Carol A. Russel, Schools and Libraries Division, Program Integrity Assurance, to Dr. Madeline Melgen, dated November 8, 2004 (Exhibit B).

<sup>3</sup> See Letter from Colegio San Luis Rey Principal, Nyrsa Ramos to Schools and Libraries Division, Program Integrity Assurance, dated November 10, 2004 (Exhibit C).

<sup>4</sup> See ESTUDIO SOCIOECONOMICO (Exhibit D)

On November 24, 2004 PIA requested Colegio San Luis Rey the same information previously requested on November 8 2004 and being answered on November 10, 2004.<sup>5</sup> On November 29, 2004 Colegio San Luis Rey answered the PIA request resending the same information previously sent, that there were 265 students enrolled, that 265 surveys/applications were sent out and that 265 surveys/applications were returned. It also indicates from those 265 survey/applications returned 170 students qualifies for the NSLP, that the surveys/applications and its results are kept on file and certified that only the students who meet the IEG of the NSLP had being included in Column 5 item 10b of block 4 (worksheet A) of the Form 471. Colegio San Luis Rey also provided a sample copy of the socio-economic survey.<sup>6</sup> From that date there was no socio – economic additional information requested.

On March 24, 2005 the SLD issued a funding commitment decision letter reducing the discount rate from 80% to 20%.<sup>7</sup> “The site – specific discount was corrected” is the only indication related to the percentage awarded. The SLD provided no explanation on the reason for the percentage reduction.

The survey, which had been provided to the SLD during the PIA review process, asked parents to provide the size of the family, the number of students enrolled in the school, and the household income. Out of the 265 surveys distributed, 265 of the students completed the survey. From the 265 completed surveys, 170 (64 %) were determined to be eligible for a free or reduced price lunch under the NSLP in accordance with the Income Eligibility Guidelines of the U.S. Department of Agriculture. Following the SLD’s guidelines, Colegio San Luis Rey concluded that 170 students, or 64 % of its student population, qualified for a free or reduced-

---

<sup>5</sup> See letter from Carol A. Russell, Universal Service Administrator PIA, dated November 24, 2004. **Exhibit E**

<sup>6</sup> See fax from Mariaglorie Zapata to Carol A. Russell dated November 29, 2004. **Exhibit F**

<sup>7</sup> See Letter from Schools and Libraries Division, Universal Service Administrative Company to Colegio San Luis Rey, dated March 24, 2005 **Exhibit G**

price lunch under the NSLP. Using the discount matrix set forth in the FCC rules, a school with 64 % of its student population eligible for the national school lunch program qualifies for 80% discount under the schools and libraries universal service support mechanism.

**II. COLEGIO SAN LUIS REY CORRECTLY DETERMINED THE PERCENTAGE OF STUDENTS ELIGIBLE FOR A FREE OR REDUCED-PRICE LUNCH UNDER THE NSLP.**

Under the Commission's rules, the discount available to a particular school is determined by indicators of poverty and high relative cost of service.<sup>8</sup> First, the level of poverty for schools is measured by the percentage of their student enrollment that is eligible for a free or reduced-price lunch under the NSLP or a federally-approved alternative mechanism outlined in Title I of the Improving America's School Act (IASA).<sup>9</sup> These federally-approved alternative mechanisms include data comparable to the NSLP data that is collected through surveys. As the Commission has acknowledged, surveys are particularly relevant to schools that many not have access to NSLP data, such as private schools.<sup>10</sup> Second, a school's high-cost status is derived from rules that classify it as urban or rural.<sup>11</sup> The Commission's rules provide a matrix reflecting both the school's urban or rural status and the percentage of its students who are eligible for the school lunch program to establish its discount rate, ranging from 20 percent to 90 percent.<sup>12</sup>

---

<sup>8</sup> 47 C.F.R. § 54.505(b).

<sup>9</sup> 47 C.F.R. § 54.505(b)(1); *Federal-State Joint Board on Universal Service*, Report and Order, CC Docket No. 96-45, FCC 97-157, 12 FCC Rcd 8776, ¶¶ 508-09 (rel. May 8, 1997).

<sup>10</sup> *See School for Language and Communication Development*, Order, 17 FCC Rcd 15166 (rel. Aug. 6, 2002).

<sup>11</sup> 47 C.F.R. §§ 54.505(b)(3)(i), (ii).

<sup>12</sup> 47 C.F.R. § 54.505(c).

Because NSLP data is unavailable for Colegio San Luis Rey, it used a federally-approved alternative mechanism that relies on actual counts of low-income children to determine the level of poverty.

**III. THE SLD ERRONEOUSLY CONCLUDED THAT THE SURVEY SUBMITTED IN SUPPORT OF THE 90% DISCOUNT FAILED TO MEET THE MINIMUM REQUIREMENTS.**

Colegio San Luis Rey submitted, twice, to the SLD exactly what it was asked to submit:

(a) the total number of students (265 students), (b) the number of surveys/applications sent out (265), (c) the number of surveys/applications returned (265) (d) the number of students qualified to participate in the NSLP, 170 (based on the SLD projection guidelines), (e) if the survey/applications were kept on file, yes, (f) and (g) certification that only students that meet the IEG of the NSLP have been included in Column 5, item 10b of block 4 (worksheet A) of the Form 471. In addition, Colegio San Luis Rey provided a sample copy of the socio-economic survey conducted by the school. No additional documentation supporting the eligible discount rate for the school was requested.

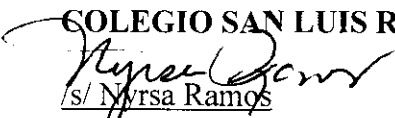
**IV. CONCLUSION**

Colegio San Luis Rey provided clear evidence to the SLD that it qualified for a 90% discount under the E-rate program since 170 out of 265 students (60 % of the student population) were eligible for a free or reduced price lunch under the NSLP. This data was collected through a survey that was conducted in accordance with the SLD's guidelines. Furthermore, the school provided the SLD with all the information that was requested during the application review process. Therefore, the SLD erred in its decision to reduce the discount rate from the requested

80% to 20%. Colegio San Luis Rey respectfully requests that the Commission reverse the SLD's denial of the school's appeal and reinstate its application to be funded at a 80% discount.

Respectfully submitted,

**COLEGIO SAN LUIS REY**

  
/s/ Nyrsa Ramos

Director, Colegio San Luis Rey  
Colegio San Luis Rey  
Tel (787) 767-4006

March 08, 2005

HELP

**FCC Form 471**

Services Ordered and Certification Form



Applicant's Form Identifier: TEL219314

Entity Number: 219314

Contact Person: Madeline Melgen Ed D Phone Number: (787) 731-6100 Ext. 234

Please record this application's information in a secure place for future  
reference

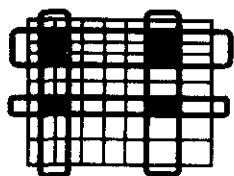
471 Application Number: 412366

Entity Number of Billed Entity (Applicant): 219314

Security Code Number: 78367

Continue >>

1997 - 2004 © , Universal Service Administrative Company, All Rights  
Reserved



# NEVESEM, INC.

MSC 608, 138 Ave. Winston Churchill, San Juan, P.R. 00926-6023 Tel. 787-706-2700

Date: December 18, 2003  
 To: Colegio San Luis Rey  
 Río Piedras, PR  
 Entity #: 219314  
 Application #: \_\_\_\_\_

## Year 2004 Quote

Item 21 Attachment

### Internet Access

Bundled Services	Initial Charge	Monthly Charge	Annual Charge
256 Mbps Access & Transport		\$ 895	\$ 10,740
Internet Service Maintenance		\$ 158	\$ 1,896
Basic User Training	\$ 1,150		
Setup Charge (Installation)	\$ 4,050		
Project Management	\$ 820		
<b>Total</b>	<b>\$ 6,020</b>	<b>\$ 1,053</b>	<b>\$ 12,636</b>
<b>Grand Total</b>	<b>\$ 18,656</b>		



**Schools and Libraries Universal Service Program  
Services Ordered and Certification Form 471  
Application Display**

[Refresh Page](#)

[Close Print Preview](#)

**Block 1: Billed Entity Information**

**Applicant's Form Identifier:**

TEL219314

**471 Application Number:**  
412366

**Funding Year:** 07/01/2004 -  
06/30/2005

**Billed Entity Number:**  
219314

**Cert. Postmark Date:**

**Form Status:** INCOMPLETE

**RAL Date:**

**Out of Window Letter Date:**

**Name:** COLEGIO SAN LUIS REY

**Address:** P.O.B. 71325 Suite # 65

**City:** SAN JUAN **State:** PR **Zip:** 00936 8425

**Phone:** 787-767-4006 **Ext:**

**Fax:** --

**E-mail:**

**Contact Name:** Madeline Melgen Ed D

**Address:** Road 177 Building 2021, Camino Alejandrino

**City:** Guaynabo **State:** PR **Zip:** 00969 5140

**Contact Phone:** 787-731-6100 **Ext:** 234

**Contact Fax:** 787-731-0000 **Ext:**

**E-mail:** mmelgen@escuelascaticas-sj.org

**Contact Mode:** FAX

**Alternate Contact Info.:** via e-mail

**Type of Application:** SCHOOL

**Ineligible Orgs:** N

**Block 3: Impact of Services Ordered in THIS Application**

**Number of students to be served:** 265

**Number of library patrons to be served:**

SERVICE DESCRIPTION	BEFORE ORDER	AFTER ORDER
a. (Schools/districts/consortia only) Telephone service: How many classrooms had phone service before and after your order?	2	2
b. High-bandwidth voice/data/video service: How many buildings served before and after your order?	0	3
c. High-bandwidth voice/data/video service: Highest speed to a building before and after your order?	0	256
d. Dial-up Internet connections: How many before and after your order?	0	1
e. Dial-up Internet connections: Highest speed before and after your order?	0	56
f. Direct connections to the Internet: How many before and after your order?	0	1
g. Direct connections to the Internet: Highest speed before and after your order?	0	256
h. Internet access(for schools): How many rooms have Internet access before and after your order?	0	25
j. Internet Access: How many computers (or other devices) with Internet access before and after your order?	0	30

#### Block 4: Worksheets

**Worksheet A No:** 569998      **Student Count:** 265

**Weighted Product (Sum. Column 8):** 212

**Shared Discount:** N/A

**1. School Name:** COLEGIO SAN LUIS REY

**2. Entity Number:**  
219314

**3. Rural/Urban:** Urban

**4. Student Count:**  
265

**5. NSLP Students:**  
170

**6. NSLP Students/Students:** 64.150%

**7. Discount:** 80%

**8. Weighted Product:** 212

#### Block 5: Discount Funding Request(s)

<b>FRN: 1131372 FCDL Date:</b>	
<b>11. Category of Service:</b> Telecommunications Service	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN:</b> 143012431	<b>14. Service Provider Name:</b> Puerto Rico Telephone Company, Inc.
<b>15. Contract Number:</b> T	<b>16. Billing Account Number:</b> 787-767-4006
<b>17. Allowable Contract Date:</b> 01/01/2004	<b>18. Contract Award Date:</b>
<b>19a. Service Start Date:</b> 07/01/2004	<b>19b. Service End Date:</b> 06/30/2005
<b>20. Contract Expiration Date:</b>	
<b>21. Attachment #:</b> 1	<b>22. Block 4 Entity Number:</b> 219314
<b>23a. Monthly Charges:</b> \$150.00	<b>23b. Ineligible monthly amt.:</b> \$.00
<b>23c. Eligible monthly amt.:</b> \$150.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$1,800.00	
<b>23f. Annual non-recurring (one-time) charges:</b> \$.00	<b>23g. Ineligible non-recurring amt.:</b> \$.00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$0.00	
<b>23i. Total program year pre-discount amount ( 23e + 23h):</b> \$1,800.00	
<b>23j. % discount (from Block 4):</b> 80	
<b>23k. Funding Commitment Request ( 23i x 23j):</b> \$1,440.00	

<b>FRN: 1131383 FCDL Date:</b>	
<b>11. Category of Service:</b> Internet Access	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN:</b> 143022659	<b>14. Service Provider Name:</b> A New Vision in Educational Services and Materials (NEVESEM)
<b>15. Contract Number:</b> MTM	<b>16. Billing Account Number:</b> 219314
<b>17. Allowable Contract Date:</b> 01/01/2004	<b>18. Contract Award Date:</b>
<b>19a. Service Start Date:</b> 07/01/2004	<b>19b. Service End Date:</b> 06/30/2005
<b>20. Contract Expiration Date:</b>	
<b>21. Attachment #:</b> 2	<b>22. Block 4 Entity Number:</b> 219314
<b>23a. Monthly Charges:</b> \$1,053.00	<b>23b. Ineligible monthly amt.:</b> \$.00
<b>23c. Eligible monthly amt.:</b> \$1,053.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$12,636.00	
<b>23f. Annual non-recurring (one-time) charges:</b> \$6,020.00	<b>23g. Ineligible non-recurring amt.:</b> \$.00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$6,020.00	

30,020.00

**23i. Total program year pre-discount amount ( 23e + 23h): \$18,656.00**

**23j. % discount (from Block 4): 80**

**23k. Funding Commitment Request ( 23i x 23j): \$14,924.80**

### **Block 6: Certifications and Signature**

**24a. Schools: Y**

**24b. Libraries or Library Consortia: N**

**26a. Individual Technology Plan: N**

**26b. Higher-Level Technology Plan(s): Y**

**26c. No Technology Plan Needed:**

**27a. Approved Technology Plan(s): Y**

**27b. State Approved Technology Plan: N**

**27c. No Technology Plan Needed:**

**36. Printed Name of Authorized Person: NYRSA RAMOS PEREZ**

**37. Title or Position of Authorized Person: DIRECTOR-PRINCIPAL**

**38a. Address: CALLE 43 S.E. #869**

**REPARTO METROPOLITANO**

**City: RIO PIEDRAS State: PR Zip: 00936-8425**

**38b. Telephone Number of Authorized Person: (787) 767-4006 ext.**

**38c. Fax Number of Authorized Person: (787) 767 - 4006**

**38d. Email address of Authorized Person:**

[Refresh Page](#)

[Close Print Preview](#)



Universal Service Administrative Company  
Schools & Libraries Division

Date 11/8/04

Dear Madeline Melgen Ed D  
Academia Santa Rosa  
(787) 731-6100  
Application Number: 412366

The Program Integrity Assurance (PIA) team is in the process of reviewing all Form 471 Applications for schools and libraries discounts to ensure that they are in compliance with the rules of the federal universal service program. We are currently in the process of reviewing your Funding Year 2003 Form 471 Application. To complete our review, we need some additional information. The information needed to complete the review is listed below.

For FRN **1131383**, the documentation provided in the Item 21 Attachments is not sufficient to determine the eligibility of your request. Who will be the two recipients of the **basic user training** associated with the **functions of the Internet Service**? **What is training specifically? Please provide detailed documentation, identifying the recipients, duration, and format of the basic user training.**

Any documentation provided should clearly identify any ineligible charges that were cost allocated out of your request. If you are unable to justify the eligibility charges requested on your Form 471, the request may be reduced or denied.

1.) **Based upon review of your Form 471 application, we were not able to validate your requested discount percentage of 80% for *Colegio San Luis Rey*. If you choose to validate your original requested discount percentage of 80%, then please provide the appropriate documentation if one of the following acceptable methods were used:**

a. **If the school participates in a National School Lunch Program (NSLP), please provide us a signed copy (preferably by the Principal, Vice-Principal, Superintendent, or Director of Food Services) of the Reimbursement Claim Form that the school sends to the state each month. Make sure that the following 3 items are identified:**

- 1) The Entity name
- 2) The total number of students enrolled at the entity
- 3) The total number of students eligible for Free/Reduced Lunch Program for the entity

**If the school district fills out an aggregate form for the school district, provide a signed letter from a school official (preferably the Superintendent) that lists the Free/Reduced information for each school in the district.**

b. **If the discount percentage was determined by information obtained from a survey/application, please provide the following information:**

- 1) Total number of students enrolled
- 2) Total number of surveys/applications sent out
- 3) Number of surveys/applications returned
- 4) Total number of students qualified for NSLP per the returned surveys/applications
- 5) Are the surveys/applications and results kept on file.
- 6) Provide a sample copy of a FILLED OUT SURVEY/APPLICATION with the child's personal information crossed out for confidentiality.
- 7) A signed certification that reads: "I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 of Item 10b, of Block 4 (Worksheet A) of the Form 471."
- 8) This information must be in writing on school letterhead and signed by a school official (such as the Principal, Vice-Principal, Superintendent, Director of Food Services).

- c. If the discount was determined using a different method than what was identified above, please indicate the method that was used and provide all relevant data.

Please fax or e-mail the requested information to my attention. If you have any questions, please feel free to contact me.

It is important that we receive all of the information requested so we can complete our review. **Failure to do so may result in a reduction or denial of funding.**

**Please send the requested information within seven calendar days. If you need additional time to prepare your response, please let me know as soon as possible.**

Thank you for cooperation and continued support of the Universal Service Program.

Sincerely,

Carol A Russell  
Initial Reviewer  
Universal Service Administrative Company  
Schools & Libraries Division  
Voice: 973-884-8399  
Fax: 973-599-6578  
E-Mail: crussel@sl.universalservice.org



80 South Jefferson Road  
Whippany, New Jersey 07981  
Fax: 973-599-6578

**Universal Service Administrative Company**  
Schools & Libraries

---

**FAX TRANSMISSION COVER SHEET**

---

To: Madeline Melgen  
Fax: 17877310000  
Subject: PIA Needs more information to review application 412366  
From: Carol Russell (PIA Team7)  
Date: November 08, 2004  
Time: 12:21:44 PM

YOU SHOULD RECEIVE 3 PAGE(S), INCLUDING THIS COVER SHEET. IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL THE CONTACT SPECIFIED BELOW.

---

Dear Madeline Melgen:

Please find attached a letter detailing what I need to be able to review your application. If you have any questions please don't hesitate to call me.

Regards,

Carol

**Privilege and Confidentiality Notice**

The information in this telecopy is intended for the named recipients only. It may contain information that is privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or the taking of any action in reliance on the contents of this telecopied material is strictly prohibited. If you have received the telecopy in error, please notify us by telephone immediately and mail the original to us at the above address. Thank you.



## Colegio San Luis Rey

Calle 43 S.E. # 869, Reparto Metropolitano  
Rio Piedras, P. R. 00921  
Tel. 767-4006

November 10, 2004

Carol A. Rusell  
Schools and Libraries Division  
Program Integrity Assurance  
Fax (973) 599-6522

For school year 7 (2004-2005) Colegio San Luis Rey (Application #412366)  
wants to validate the original requested discount of 80%.

- |  |     |
|--|-----|
| 1. Total number of students enrolled   | 265 |
| 2. Number of surveys/applications sent out   | 265 |
| 3. Number of surveys/applications returned   | 265 |
| 4. Total number of students qualified for NSLP<br>(As per the returned surveys/applications) | 170 |
| 5. Are the surveys/applications and results kept on file                                     | YES |

"I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 Item 10b of Block 4 (worksheet A) of the Form 471".

Enclosed is a copy of the survey applied.

Cordially,

  
Nyssa Ramos  
Director

mza



Departamento de Educación  
Área de Planificación y Desarrollo Educativo  
División de Planificación

**ESTUDIO SOCIOECONÓMICO****PARA AÑO ESCOLAR 2004 - 2005**

1. Región Educativa \_\_\_\_\_ 2. Distrito Escolar \_\_\_\_\_  
3. Escuela \_\_\_\_\_ 4. Grado \_\_\_\_\_  
5. Nombre del Estudiante \_\_\_\_\_  
6. Nombre del Padre o Encargado \_\_\_\_\_  
Ocupación \_\_\_\_\_  
Ingreso Anual \_\_\_\_\_  
7. Nombre de la Madre \_\_\_\_\_  
Ocupación \_\_\_\_\_  
Ingreso Anual \_\_\_\_\_  
8. Total Ingreso Anual Familiar \_\_\_\_\_  
9. Total Miembros de la Familia \_\_\_\_\_

Certifico Correcto: \_\_\_\_\_  
Firma del padre o encargado  
Fecha: \_\_\_\_\_  
Firma del Maestro: \_\_\_\_\_



**Universal Service Administrative Company**  
Schools & Libraries Division

Date: 11/24/04

Dear Madeline Melgen Ed D  
Colegio San Luis Rey  
(787) 731-6100  
Application Number: 412366

You were recently sent a written request for additional information needed by the Program Integrity Assurance (PIA) team to review your Form 471 Application to ensure that it is in compliance with the rules of the federal universal service program. We requested that the information be provided within seven calendar days. To date, none of the requested information has been received. The information needed to complete the review is listed below.

For FRN **1131383**, the documentation provided in the Item 21 Attachments is not sufficient to determine the eligibility of your request. Who will be the two recipients of the **basic user training** associated with the **functions of the Internet Service**? **What is training specifically? Please provide detailed documentation, identifying the recipients, duration, and format of the basic user training.**

Any documentation provided should clearly identify any ineligible charges that were cost allocated out of your request. If you are unable to justify the eligibility charges requested on your Form 471, the request may be reduced or denied.

**1.) Based upon review of your Form 471 application, we were not able to validate your requested discount percentage of 80% for *Colegio San Luis Rey*. If you choose to validate your original requested discount percentage of 80%, then please provide the appropriate documentation if one of the following acceptable methods were used:**

**a. If the school participates in a National School Lunch Program (NSLP), please provide us a signed copy (preferably by the Principal, Vice-Principal, Superintendent, or Director of Food Services) of the Reimbursement Claim Form that the school sends to the state each month. Make sure that the following 3 items are identified:**

- 1) The Entity name**
- 2) The total number of students enrolled at the entity**
- 3) The total number of students eligible for Free/Reduced Lunch Program for the entity**

**If the school district fills out an aggregate form for the school district, provide a signed letter from a school official (preferably the Superintendent) that lists the Free/Reduced information for each school in the district.**

**b. If the discount percentage was determined by information obtained from a**

survey/application, please provide the following information:

- 1) Total number of students enrolled
- 2) Total number of surveys/applications sent out
- 3) Number of surveys/applications returned
- 4) Total number of students qualified for NSLP per the returned surveys/applications
- 5) Are the surveys/applications and results kept on file.
- 6) Provide a sample copy of a FILLED OUT SURVEY/APPLICATION with the child's personal information crossed out for confidentiality.
- 7) A signed certification that reads: "I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 of Item 10b, of Block 4 (Worksheet A) of the Form 471."
- 8) This information must be in writing on school letterhead and signed by a school official (such as the Principal, Vice-Principal, Superintendent, Director of Food Services).

c. If the discount was determined using a different method than what was identified above, please indicate the method that was used and provide all relevant data.

Please fax or e-mail the requested information to my attention. If you have any questions please feel free to contact me.

It is important that we receive all of the information requested so the PIA team can complete its review. **Failure to do so may result in a reduction or denial of funding.**

**You are being given an additional seven calendar days to respond. If we do not receive the requested information within seven calendar days, your application will be reviewed using the information currently on file. If you need additional time to prepare your response, please let me know as soon as possible.**

A copy of this correspondence is being forwarded to your State E-Rate Coordinator for informational purposes only.

Thank you for cooperation and continued support of the Universal Service Program.

Sincerely,

Carol A Russell  
Initial Reviewer  
Universal Service Administrative Company  
Schools & Libraries Division  
Voice: 973-884-8399  
Fax: 973-599-6578  
E-Mail: crussel@sl.universalservice.org



80 South Jefferson Road  
Whippany, New Jersey 07981  
Fax: 973-599-6578

**Universal Service Administrative Company**  
Schools & Libraries

---

**FAX TRANSMISSION COVER SHEET**

---

To: Madeline Melgen  
Fax: 1-787-731-0000  
Subject: PIA Need information to process 412366  
From: PIATeam7  
Date: November 24, 2004  
Time: 10:01:14 AM

**YOU SHOULD RECEIVE 3 PAGE(S), INCLUDING THIS COVER SHEET. IF YOU DO NOT  
RECEIVE ALL THE PAGES, PLEASE CALL THE CONTACT SPECIFIED BELOW.**

---

Dear Madeline Melgen:

Please find attached a letter detailing the information still needed to process your application 412366. If you have any questions please don't hesitate to call me.

Regards,

Carol

**Privilege and Confidentiality Notice**

The information in this telecopy is intended for the named recipients only. It may contain information that is privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or the taking of any action in reliance on the contents of this telecopied material is strictly prohibited. If you have received the telecopy in error, please notify us by telephone immediately and mail the original to us at the above address. Thank you.

*C.C.C.A.S.J.*



**Consorcio Colegios Católicos  
Arquidiócesis de San Juan**

Edificio 2021 Carr. 177 Guaynabo, Puerto Rico 00969-5140  
Teléfono (787) 731-6100 Fax (787) 731-0000

November 29, 2004

Carol A. Russell  
School & Libraries Division  
Program Integrity Assurance  
Fax 1-973-599-6578

**Application # 412366 – Colegio San Luis Rey**

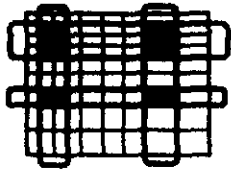
**Please see attachment.**

Cordially,

A handwritten signature in cursive script, reading "Marieglorie Zapata".

Marieglorie Zapata  
E-Rate Administrative Assistant  
[mzapata@escuelascaticas-sj.org](mailto:mzapata@escuelascaticas-sj.org)

“Sirviendo a los Colegios Católicos de San Juan”



# NEVESEM, INC.

---

MSC 608, 138 Ave. Winston Churchill, San Juan, P.R. 00926-6023 Tel. 787-706-2700

## E-Rate FY7 Nevesem's Proposal Reference Information

The information included below describes the services to be offered as part of the E-Rate FY7 quote included in the FY7 Nevesem's proposal. This document is a supplement to the quotations presented for **Internal Connections** known as Attachment 21.

## Internet Basic User Trainings

Basic User Trainings will be offer on site to the Schools Internet Administrator coincident with the installation of the Internet Service. This is an Internet set up functions-based training is designed to address the job-related tasks that Internet Administrator must perform by using the Internet Access Services tools.

## Server – Firewall

The server will work as boundary between the school and the external world, protecting the network against intruders or unauthorized access ensuring the operation of the network.

## Three years On Site Warranty

Three years onsite warranty is provided to the servers is a standard offering and is included in the product price. **There is no additional cost for such warranty.**

## Router – Cisco 1760-V Equivalent

This router interfaces between the IPS telephone line (T1 or fractional) and the school's network. Cisco 1760-V router selects the path for traffic, may provide features such as load balancing and can provide trouble shooting diagnostic capabilities. ***VPN is not part of the schools infrastructure strategy. There is no remote access function considered either.***

## **E-Rate FY7 Nevesem's Proposal Reference Information**

### **One year On Site Warranty**

One year onsite warranty is provided to the routers is a standard offering and is included in the product price. **There is no additional cost for such warranty.**

## **Switch – Cisco 2950 Equivalent**

### **Design and Documentation**

The design and documentation services are coincident to the installation initial configuration and set up of the switch into the network. This service is an integral part of the Internal Connections quote and contract provided as part of Nevesem's bid.

### **One year On Site Warranty**

One year onsite warranty is provided to the switch is a standard offering and is included in the product price. **There is no additional cost for such warranty.**

## **Rack Cabinet**

### **Smart 500/VA UPS 3 yrs onsite Warranty**

The On Site term is referred to the onsite warranty for the UPS. The three year onsite warranty is included in the product price as a standard manufacturer and reseller offering. **There is no additional cost for such warranty.**

### **Smart 1500/VA UPS 3 yrs onsite Warranty**

The On Site term is referred to the onsite warranty for the UPS. The three year onsite warranty is included in the product price as a standard manufacturer and reseller offering. **There is no additional cost for such warranty.**

## **Equipment Maintenance**

### **Operating Software**

Maintenance services associated with the equipment operating software such as:

- Operating system service packs and patches application
- Preventive maintenance (Standard house keeping procedures)
- Trouble-shooting and repair services

## **E-Rate FY7 Nevesem's Proposal Reference Information**

### **Project Management**

Project Management services are to coordinate the provision of the services with the school contact, to manage the design, installation, setup and initial operation of the product or service to be provided. Project management services are part of this proposal and the services agreement. In this proposal project management services are to be provided in the planning<sup>1</sup> for the performing the design, initial installation and setup of the following:

1. Internet Access Service Installation
2. Server
3. Switch
4. Rack Cabinet

---

<sup>1</sup> Please note that project management does not involve the actual work of designing, installing, setting up, providing training, etc., but the planning and coordination of the mentioned activities. Project management costs are calculated based on the percentage of time spent in providing services activities (as the ones previously mentioned) and the associated risk in performing such activities.





## Colegio San Luis Rey

Calle 43 S.E. # 869, Reparto Metropolitano  
Rio Piedras, P. R. 00921  
Tel. 767-4006

November 10, 2004

Carol A. Rusell  
Schools and Libraries Division  
Program Integrity Assurance  
Fax (973) 599-6522

For school year 7 (2004-2005) Colegio San Luis Rey (Application #412366) wants to validate the original requested discount of 80%.

- |  |     |
|--|-----|
| 1. Total number of students enrolled   | 265 |
| 2. Number of surveys/applications sent out   | 265 |
| 3. Number of surveys/applications returned   | 265 |
| 4. Total number of students qualified for NSLP<br>(As per the returned surveys/applications) | 170 |
| 5. Are the surveys/applications and results kept on file                                     | YES |

"I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 Item 10b of Block 4 (worksheet A) of the Form 471".

Enclosed is a copy of the survey applied.

Cordially,

  
Nyssa Ramos  
Director

mza